

Statement of Deficiencies

5311-B: Extracurricular Personnel

Not Met

Findings/Corrections

5311.B.1. The Provider did not have documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, for extracurricular personnel. Documentation of submission was not available prior to the individual being present in the center.

Note: Individuals employed by the school system may have on file at the center, a letter from the school system administrative staff documenting that a criminal record clearance has been obtained from Louisiana State Police.

5311-C: Student Trainees

Not Met

Findings/Corrections

5311.C.1. The Provider did not have an application/staff information form to include the name, date of birth, address and telephone number for the student trainee.

5311.C.2. The Provider did not have a job description to include job duties to be performed and name of the supervisor for the student trainee.

5333-F: Vehicles Visual Check

Not Met

Findings/Corrections

5333.F. The Provider did not have documentation that the driver or a staff person checked the vehicle and accounted for each child upon arrival and departure at each destination to ensure no child is left on the vehicle or at any destination. Documentation shall include the signature of the person conducting the check and the time the vehicle is checked for each loading and unloading of children. THIS WAS NOT COMPLETED ON SOME FIELD TRIPS.

5335-F: Visual Check of Vehicle

Not Met

Findings/Corrections

5335.F. The Provider did not maintain documentation that the driver or attendant checked the vehicle to ensure that no child is left on the vehicle at the completion of each trip. Documentation shall include the signature of the person conducting the check and the time the vehicle was checked. THIS WAS NOT COMPLETED ON SOME FIELD TRIPS.